



**Cincinnati Metropolitan Housing Authority**

**CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214**

**CMHA BOARD OF COMMISSIONERS**

**REGULAR MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, Ohio**

**Tuesday, March 28, 2023**

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**6:00 P.M.**

**I. AGENDA SCHEDULE**

- 1. Call Meeting to Order**
  - 2. Roll Call**
  - 3. Approval of Minutes**
  - 4. Discussion of Secretary Recommendations**
    - 4A. Financial Report**
    - 4B. Request Approval to Solicit Bids**
    - 4C. Resolutions – Approve Contract Renewals**
    - 4D. Resolutions - Award Construction Contracts**
    - 4E. Adopt a Resolution – General**
  - 5. Executive Session**
    - Real Estate**
  - 6. Adjourn**
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**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- 1. Annual Board Meeting – December 20, 2022**

**(Enclosure #1) (Roll Call)**
- 2. Regular Board Meeting – December 20, 2022**

**(Enclosure #2) (Roll Call)**
- 3. Regular Board Meeting – February 28, 2023**

**(Enclosure #3) (Roll Call)**

#### **IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

**The Following Recommendations Are Offered for The Board of Commissioners Approval:**

##### **4A. Approval of the Financial Report**

- 1. Resolution #5810 – Resolution Approving the Bad Debt Write-Offs for February 2023**

**(Enclosure #4) (Marquita Flowers/Reema Ruberg) (Roll Call)**

- 2. Resolution #5811 – Resolution Approving the Fiscal Year 2023, February 2023 Financial Statements for the Cincinnati Metropolitan Housing Authority**

**(Enclosure #5) (Reema Ruberg) (Roll Call)**

- 3. Resolution #5812– Resolution Approving the MOD Rehab Contract (OH004MR0002) 2024 Budget and Funds Request by the Cincinnati Metropolitan Housing Authority**

**(Enclosure #6) (Lisa Isham) (Roll Call)**

##### **4B. Request Approval to Solicit Bids for the following items:**

- 1. Resolution #5813 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**

- 1. SOL 2023 – 1012 Recertification Processing for Public Housing**

- 2. SOL 2023 – 1013 Pest Control**

**(Enclosure #7) (Marquita Flowers/Janell Duncan)**

- 3. SOL 2023 – 4002 Public Housing Conversion Consultants**

- 4. SOL 2023 – 4003 Legal Services for Construction, Real Estate, and Development Activities**

- 5. SOL 2023 – 4004 Development Partner for Millvale**

- 6. SOL 2023 – 4005 Development Partner for English Woods**

- 7. SOL 2023 – 4006 Development Partner for Liberty Street Apartments**

- 8. SOL 2023 – 4007 Development Partners for Hamilton County**

**(Enclosure #7) (Gary Boeres/Janell Duncan) (Roll Call)**

##### **4C. Contract Renewals:**

- 1. Resolution #5814 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2019-6001 with Cincinnati Bell Telephone Company, LLC d/b/a altafiber to Provide Ethernet Services on an As-Needed Basis Not-to-Exceed \$156,000 Annually, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Management Services Funds, Operational Funds and Administrative Fees**

**(Enclosure #8) (Mark Haas/Janell Duncan) (Roll Call)**

2. **Resolution #5815** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2021-7004 for Printing Services and Mailing Services with Jos. Berning Printing Co.; and Specialty Lithographing Company in a Not-to-Exceed Amount of \$400,000 Annually Per Contractor for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operational Funds, Administrative Fees, Management Services Funds and Development Funds

(Enclosure #9) (Marquita Flowers/Lisa Isham/Janell Duncan) (Roll Call)

3. **Resolution #5816** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2022-3018; Commercial and Residential Real Estate Broker Services with Fri Mason, LLC d/b/a Keller Williams Advisors Realty and Treo Realty, LLC, Not-to-Exceed 8.5% of the Sale or Purchase Price or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Capital Grants and Project Development Funds, or Sale Proceeds

(Enclosure #10) (Joe Norton/Janell Duncan) (Roll Call)

**4D. Adopt a Resolution to Award the following Construction Contracts:**

1. **Resolution #5817** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2022-3022; Marquette Manor Generator Replacement with SECO Electric Corp., Inc. in an Amount Not-to-Exceed \$212,790.00, Funded through Capital Grants

(Enclosure #11) (Joe Norton/Janell Duncan) (Roll Call)

2. **Resolution #5818** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2023-3012 with TK Elevator Corporation for Elevator Modernization at San Marco for the Amount of \$310,692.00

(Enclosure #12) (Joe Norton/Janell Duncan) (Roll Call)

**4E. Adopt a Resolution – General**

1. **Resolution #5819** – Resolution Approving the Collective Bargaining Agreement Between the Building Trades and Cincinnati Metropolitan Housing Authority

(Enclosure #13) (Lisa Thomas) (Roll Call)

3. **Resolution #5820** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2023-2002; Security Guard Services for HCV with Vets Securing America, Inc. in a Not-to-Exceed Amount of \$50,000 Annually, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Administrative Fees

(Enclosure #14) (Lisa Isham/Janell Duncan) (Roll Call)

- 4. Resolution #5821 – Resolution Retroactively Increasing the Contract Amount and Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign a Change Order to the Memorandum of Understanding 2020-1018 with the Hamilton County Sheriff’s Office, Paid for by Operational Funds**

**(Enclosure #15) (Marquita Flowers/Janell Duncan) (Roll Call)**

- 5. Resolution #5822 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Take Such Actions Necessary or Appropriate to Accept and Expend \$2 Million in Funding Awarded Through the 2023 HUD Economic Development Initiative to Facilitate the Redevelopment of 15 Hamilton County Affordable Housing Units in the Communities of Anderson Township and Newtown**

**(Enclosure #16) (Gary Boeres) (Roll Call)**

- 6. Resolution #5823 – Resolution Ratifying Submission of Two Grant Applications for Community Project Funding (CPF) Offered Through Congressman Landsman’s Office. Authorization for the Chief Executive Officer to Accept and Expend Any Funds Awarded Under These Grants in Accordance with the Applications**

**(Enclosure #17) (Gary Boeres) (Roll Call)**

- 7. Resolution #5824 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit a Rental Assistance Demonstration (RAD) Application for Winton Terrace and City West in Accordance with the HUD RAD Notice Revision 4 (H 2019-09 PIH 2019-23)**

**(Enclosure #18) (Gary Boeres) (Roll Call)**

- 7. Resolution #5825 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit Application for Public Housing Capital Funds Emergency and Non-Presidential Declared Natural Disasters for Modernization of Elevators at The Marquette Manor**

**(Enclosure #19) (Joe Norton) (Roll Call)**

- 8. Resolution #5826 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit Application for Public Housing Capital Funds Emergency and Non-Presidential Declared Natural Disasters for Modernization of Elevators at The President**

**(Enclosure #20) (Joe Norton) (Roll Call)**

- 9. Resolution #5827 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit Application for Public Housing Capital Funds Emergency and Non-Presidential Declared Natural Disasters for Modernization of Elevators at 2106 Sinton**

**(Enclosure #21) (Joe Norton) (Roll Call)**

**10. Resolution #5828 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit Application for Public Housing Capital Funds Emergency and Non-Presidential Declared Natural Disasters for Modernization of Elevators at Stanley Rowe A**

**(Enclosure #22) (Joe Norton) (Roll Call)**

**11. Resolution #5829 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Prepare and Submit Application for Public Housing Capital Funds Emergency and Non-Presidential Declared Natural Disasters for Modernization of Elevators at Stanley Rowe B**

**(Enclosure #23) (Joe Norton) (Roll Call)**

**12. Resolution #5830 – Resolution Adopting the Proposed Changes to the July 1, 2022 – June 30, 2023 Housing Choice Voucher Administrative Plan**

**(Enclosure #24) (Lisa Isham) (Roll Call)**

**During February 2023, Fiscal Year 2023, CMHA entered into one (1) non-construction contract which was a Cooperative Purchasing Agreement. CMHA did not enter into any construction contracts below \$100,000 in February.**

**(Enclosure #25) (Janell Duncan)**

## **V. EXECUTIVE SESSSION**

- Real Estate**

## **VI. ADJOURN**

# **Cincinnati Metropolitan Housing Authority**

## **Board of Commissioners**

**Mr. William Myles, Chair**

**Ms. Mayme L. Mitchell, Vice Chair**

**Mr. Thomas J. Weidman**

**Ms. Teri Spears**

**Ms. Bernadette Watson**

**Mr. Edward R. O'Donnell**

**Mr. Kevin M. Moore**